

**New River Valley
Metropolitan Planning Organization
755 Roanoke Street
Christiansburg, VA 24073**

Minutes

May 1, 2014

MEMBERS

PRESENT:	Craig Meadows	-Montgomery County
	Anne McClung	-Town of Blacksburg
	Steve Ross	-Town of Blacksburg (Blacksburg Transit)
	Michael Sutphin	-Town of Blacksburg
	Adam Carpenetti	-Town of Christiansburg
	Steve Mouras	-Virginia Tech
	Josh Baker	-Radford Transit
	Kevin Byrd	-NRV PDC
	Danny Wilson	-Pulaski County
	Rob Cary	-VDoT
	Jimmy Quesenberry	-Radford University
	Jim Hurt	-City of Radford
	Chris Arabia	-VA Department of Rail and Public Transportation
	Gary Heinline	-Pulaski Transit
	Dan Brugh	-NRV MPO
	Randal Gwinn	-Recording Secretary
 ABSENT:	 Tammye Davis	 -FHWA
	Ranny O'Dell	-Pulaski County
	Bruce Brown	-City of Radford
	Fritz Streff	-New River Community College
	Annette Perkins	-Montgomery County
	Tony Cho	-Federal Transit Administration-Region 111
	Michael St. Jean	-VA Tech/Montgomery Regional Airport Authority
 OTHERS		
PRESENT:	Richard McCoy	-Virginia Tech
	Brian Booth	-Radford Transit
	Michael Gray	-VDoT
	Neal Sherman	-VA Department of Rail and Public Transportation

DECLARATION OF QUORUM AND CALL TO ORDER

Chairman Craig Meadows declared a quorum and called the meeting to order at 2:05 PM.

APPROVAL OF AGENDA

Craig began the meeting by asking to hear a motion to approve the proposed meeting agenda.

On a motion by Anne McClung seconded by Michael Sutphin and carried unanimously, the proposed meeting agenda was approved.

APPROVAL OF MINUTES OF JANUARY 9, 2014 MEETING

Craig asked for comments on or corrections to the meeting minutes from the January 9, 2014 Policy Board meeting. Hearing none he then called for a motion to approve the minutes.

On a motion by Adam Carpenetti seconded by Michael Sutphin and carried unanimously, the minutes dated January 9, 2014 were approved.

PUBLIC ADDRESS

Mr. William H. Price submitted a letter asking the members of the Policy Board to consider and plan for an extension from the proposed new interchange on Rt. 460 near Southgate Drive to Prices Fork Road. Mr. Price also spoke briefly of the benefits to the Prices Fork Road, North Main Street Blacksburg, Warm Hearth Village, Merrimac and Prices Mountain areas that would be realized should the extension be constructed.

OLD BUSINESS

There were no items of old business needing action.

NEW BUSINESS

A. Approval of the 2014-15 UNIFIED PLANNING WORK PROGRAM (UPWP)

Dan presented the draft 2014-15 UPWP document prepared by the TAC along with its supporting annual resolutions and reported that the draft document has been properly advertised for public comments with none received therefore the TAC recommends approval by the Policy Board.

Craig followed Dan's remarks by directing the group to the first of the resolutions needing action and asking if anyone wished to discuss any aspects of the UPWP prior to moving into processing the resolutions.

Danny Wilson asked why Pulaski County's request for a study on Route 11 between Route 114 and the City of Radford isn't listed in the UPWP. Dan replied that the requested project probably can be funded under the MPO's Special Studies category. A request has been sent to Whitman Requardt asking that they develop a cost estimate and scope of work for the study in order for us to determine if it is within our budget. Should it prove to be affordable we can designate funding and add the study at a later date.

General discussion on the UPWP having ended Craig called for a motion and a second on the first of the resolutions, the Designation Resolution. Michael Sutphin moved that the resolution be approved and Danny Wilson seconded the motion. Prior to calling for a vote Craig asked to hear discussion on the resolution and

Jim Hurt asked if the wording of the resolution should be changed to designate the Town of Blacksburg and City of Radford as the designated recipients instead of Blacksburg Transit and Radford Transit as the Transit Operators are in essence subcontractors for Blacksburg and Radford. This change was deemed appropriate and the resolution was edited accordingly.

Discussion having ended on the resolution Craig called for a vote and the resolution was approved and follows in its entirety:

***New River Valley
Metropolitan Planning Organization***

May 1, 2014

Designation Resolution

On a motion by Michael Sutphin, seconded by Danny Wilson and carried unanimously,

BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization authorizes the New River Valley Metropolitan Planning Organization Policy Board Chairperson to authorize the Town of Blacksburg and City of Radford as the designated recipients for the receipt and eligible use of available FTA and VDRPT Operating and Capital Funds.

Certification

The undersigned duly qualified and acting as authored officials of the New River Valley Metropolitan Planning Organization certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Policy Board of the New River Valley Metropolitan Planning Organization on May 1, 2014.

F. Craig Meadows, Chairman

J. Dan Brugh, Executive Director

Craig next summarized the Planning Grant Resolution asked for discussion on the resolution. Hearing none he then called for a motion and a second on the resolution. Anne McClung moved that the resolution be approved and Adam Carpenetti seconded the motion. Craig called for a vote and the resolution was approved and follows in its entirety:

***New River Valley
Metropolitan Planning Organization***

May 1, 2014

Planning Grant Resolution

On a motion by Anne McClung, seconded by Adam Carpenetti and carried unanimously,

WHEREAS, the New River Valley Metropolitan Planning Organization anticipates receipt of Fiscal Year 2014 Federal Transit Administration (FTA) Section 5303 Planning and Technical Studies Grant;

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization authorizes the New River Valley Metropolitan Planning Organization Executive Director to procure and contract for the receipt and eligible use of the FTA Section 5303 grant funds that may be received by the New River Valley Metropolitan Planning Organization, noting that the City of Radford, the Towns of Blacksburg and Christiansburg, and Counties of Montgomery and Pulaski will commit the equal funding of the local match for the aforementioned grant.

BE IT FURTHER RESOLVED, that the New River Valley Metropolitan Planning Organization authorizes the Metropolitan Planning Organization Executive Director to submit a FTA Section 5303 grant application and to contract with the Virginia Department of Rail and Public Transportation for the receipt of said FTA funds as is necessary; and including the compliance with applicable laws, regulations, guidelines, and assurances of the United States and the Commonwealth of Virginia, and for the state portions of the matching funds as necessary.

Certification

The undersigned duly qualified and acting as authorized officials of the New River Valley Metropolitan Planning Organization certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Policy Board of the New River Valley Metropolitan Planning Organization on May 1, 2014.

F. Craig Meadows, Chairman

J. Dan Brugh, Executive Director

Craig next offered the 2014-15 UPWP resolution for discussion. Hearing none he called for a motion and a second on the resolution. Anne McClung moved that the resolution be approved and Rob Cary seconded the motion. Craig then called for a vote and the resolution was approved and follows in its entirety:

***New River Valley
Metropolitan Planning Organization***

May 1, 2014

Resolution approving the NRV MPO FY 2014-15 Unified Planning Work Program

On a motion by Anne McClung, seconded by Rob Cary and carried unanimously,

WHEREAS, the 2014-15 Unified Planning Work Program (UPWP) will serve as the basis for all Federal (FHWA) funding participation and will be included in all requests for transportation planning funds, and

WHEREAS, the UPWP details all transportation and transportation related planning activities anticipated in the upcoming fiscal year; and

WHEREAS, the Request for Comment was advertised in The Roanoke Times, The News Journal, and News Messenger for thirty days; and

WHEREAS, Comments were also solicited from the MPO Email list, the MPO Interested Parties, and the Governmental Regulatory Agencies; and

WHEREAS, No public comments were received, and

WHEREAS, the Technical Advisory Committee recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby approves the FY 2014-15 Unified Planning Work Program dated May 1, 2014 attached, and authorizes the Executive Director to make any administrative changes as requested by the Federal Highway Administration, Federal Transit Administration, or VDOT.

F. Craig Meadows, Chairman

The next resolution was for authorizing the Chairman of the MPO to apply to VDRPT for grant of federal funds under the FTA Section 5303 program. Craig asked for discussion on the resolution and hearing none he called for a motion and a second on the resolution. Anne McClung moved that the resolution be approved and Danny Wilson seconded the motion. Craig then called for a vote and the resolution was approved and follows in its entirety:

***New River Valley
Metropolitan Planning Organization***

May 1, 2014

Resolution authorizing the filing of an application with the Virginia Department of Rail and Public Transportation, for grants of federal funds under the Federal Transit Act Section 5303 program and state matching funds.

On a motion by Anne McClung, seconded by Danny Wilson and carried unanimously,

WHEREAS, the contract for financial assistance will impose certain obligations upon this Body, including the provision of the local funds to support project costs; and

WHEREAS, a recipient of Federal Transit Administration Funding is required to provide certifications and assurances that all pertinent Federal statutes, regulations, executive orders and directives will be obeyed and it is the intent of this Body to comply fully with all required certifications and assurances; and

WHEREAS, it is the goal of this Body that minority business enterprises (disadvantaged business enterprise and Women business enterprise) be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority business shall have the maximum feasible opportunity to compete for contracts and purchase orders when procuring construction contracts, supplies, equipment contracts, or consultant and other services:

NOW THEREFORE, BE IT RESOLVED BY THE NEW RIVER VALLEY METROPOLITAN PLANNING ORGANIZATION,

1. That the Chairperson of the Policy Board is authorized to prepare and file an application on behalf of New River Valley Metropolitan Planning Organization with the Virginia Department of Rail and Public Transportation for federal and state financial assistance under the Federal Transit Administration Section 5303 Program and State Aid Program.
2. That the Chairperson of the Policy Board is authorized to execute and file with such application all necessary certifications and assurance or any other document required by Virginia Department of Rail and Public Transportation in connection with the application or the project.
3. That the Chairperson of the Policy Board is authorized to set forth and execute Minority business enterprise (disadvantaged enterprise business and woman enterprise) policies and procedures in connection with procurements under this project.

4. That the Chairperson of the Policy Board is authorized to execute a grant agreement on behalf of the New River Valley Metropolitan Planning Organization, with the Virginia Department of Rail and Public Transportation to aid in the financing of the project.
5. That the Chairperson of the Policy Board hereby certifies that the local share of the project costs identified in the application shall be made available to the project from resources available to this Body.

The undersigned duly qualified and acting Executive Director of the New River Valley Metropolitan Planning Organization Policy Board certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the New River Valley Metropolitan Planning Organization held on May 1, 2014.

F. Craig Meadows, Chairman

Craig next asked for discussion on the resolution to authorize the Executive Director and/or Chairman of the MPO to execute annual FTA Certifications and Assurances. Again hearing none he called for a motion and a second on the resolution. Michael Sutphin moved that the resolution be approved and Rob Cary seconded the motion. Craig then called for a vote and the resolution was approved and follows in its entirety:

***New River Valley
Metropolitan Planning Organization***

May 1, 2014

Resolution to authorize the Executive Director/ Chairman to execute annual FTA Certifications and Assurances.

On a motion by Michael Sutphin, seconded by Rob Cary and carried unanimously,

WHEREAS, the MPO receives funding from FTA for expenditures made for MPO activities; and

WHEREAS, the MPO needs to annually certify that the MPO is adhering to all Federal Regulations.

NOW, THEREFORE, BE IT RESOLVED, the MPO Policy Board authorizes the Executive Director/Chairman to execute the annual Certifications and Assurances for FTA.

F. Craig Meadows, Chairman

Craig next asked for discussion on the resolution to authorize the Executive Director and/or Chairman of the MPO to execute annual agreements with VDOT, VDRPT, and Montgomery County. Hearing none he called for a motion and a second on the resolution. Danny Wilson moved that the resolution be approved and Rob Cary seconded the motion. Craig then called for a vote and the resolution was approved and follows in its entirety:

***New River Valley
Metropolitan Planning Organization***

May 1, 2014

Resolution to authorize the Executive Director/ Chairman to execute annual agreements with VDoT, VDRPT, and Montgomery County

On a motion by Danny Wilson, seconded by Rob Cary and carried unanimously,

WHEREAS, the MPO receives funding from VDoT for expenditures made for MPO activities; and

WHEREAS, the Policy Board has approved the Unified Planning Work Program (UPWP) for 2014-15; and

WHEREAS, an agreement needs to be executed for expenditure of these funds.

NOW, THEREFORE, BE IT RESOLVED, the MPO Policy Board authorizes the Executive Director/Chairman to execute agreements with VDoT, VDRPT, and Montgomery County as fiscal agent, subject to approval by Montgomery County, the Montgomery County Attorney, the MPO Chairman and the MPO Executive Director.

F. Craig Meadows, Chairman

This concluded all actions on the 2014-15 UPWP and its associated annual resolutions and the group moved on to the next item of new business.

B. Southgate Interchange Project Update

Dan reported on the recent CTB and VDOT reduction in funding for the Southgate Interchange project and the effect it may have on the timing of construction of the new interchange. Basically if the funding is not restored immediately then the project may fall under House Bill # 2 coverage and be subject to prioritization along with all the other projects in the state which could cause major delays to the construction of the interchange. In light of this a suggested resolution asking the CTB and VDOT to restore funding to the project has been included in

today's meeting materials. The PDC has already passed a similar resolution at their April 24th Commission meeting.

Following Dan's report a brief discussion occurred between Rob Cary, Steve Mouras and Dan pertaining to how the CTB determines funding for projects and how the prioritization process may work going forward. For now the only certainty is that VDOT is proceeding as if the funding will be restored by July, should it not then the project will not be advertised as currently scheduled and will be subject to prioritization.

Discussion having ended, Craig called for a motion and a second on the suggested resolution. Michael Sutphin moved that the resolution be approved and Jim Hurt seconded the motion. Craig then called for a vote and the resolution carried with one abstention and follows in its entirety:

***New River Valley
Metropolitan Planning Organization***

May 1, 2014

Resolution requesting VDOT to restore funding to the Route 460 Southgate Drive Interchange Project.

On a motion by Michael Sutphin, seconded by Jim Hurt, and carried with one abstention,

WHEREAS, a grade separated interchange at the intersection of Route 460 and Southgate Drive, Route 314, has been a priority of the MPO for a number of years, and

WHEREAS, Southgate Drive carries a heavy volume of traffic serving the Virginia Tech campus and athletic facilities and portions of the Town of Blacksburg , and

WHEREAS, VDOT placed the project in the Six Year Plan several years ago and fully funded it within the plan, and

WHEREAS, all environmental work has been completed, plans are nearing completion, acquisition of right of way for the project is underway and the project is scheduled for advertisement in December 2014, and

WHEREAS, the draft of the 2015 Six Year Plan released by VDOT removes funding from the project within the Six Year Plan and has \$14,774,000 funding needed outside of the Six Year Plan, and

WHEREAS, the project will now be subject to prioritization that takes effect July 1, 2014 from House Bill 2 that was approved by the General Assembly in 2014 and will, as a minimum delay the project significantly.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley MPO requests the Commonwealth Transportation Board to restore the funding that was removed from the project so that the project is once again fully funded within the Six Year Plan.

FURTHER, BE IT RESOLVED, the New River Valley MPO requests that the Southgate Interchange project be advertised in accordance with the current project schedule in December 2014.

Craig Meadows, Chairman

Dan agreed to distribute copies of the resolution to the proper parties.

EXECUTIVE DIRECTOR'S REPORT

A. VDOT Report – Rob Cary

Both the Southgate Interchange and the Southbound I-81 Bridge over New River near Radford lost funding dollars recently however no other projects already underway have changed significantly.

Discussions continue concerning a solution for the Exit 118 Park & Ride lot, DRPT has shown \$2,343,750 in the draft SYP plan for use on a new site, money which came from an Appalachian Development funding source for capital projects of this type. VDOT currently doesn't have funds appropriated in the draft SYP for the Park & Ride but they are trying to identify a source if possible.

The Route 603 project was estimated to cost \$12 million however the bids came in at \$9.7 million so the surplus can hopefully be applied to another project in the area. Currently work is ongoing to schedule emergency services to the areas on both ends of the road during construction.

B. Update on MPO Bicycle / Pedestrian Master Plan – Kevin Byrd

The work on the Bicycle / Pedestrian plan is rapidly being completed with a public meeting being planned in late May. Eli has sent out an email with a draft of the plan which will be forwarded to everyone and is also available on the PDC website. A formal presentation of the draft document is planned for the TAC in June and the Policy Board in July.

Also the final report on Livability has been published, hard copies are available and the report is also on the PDC website for reviewing. We are currently scheduling dates for an overview presentation with all the local governments as well.

C. Transit Study Projects Update

Dan gave an update of the Transit Study Projects ongoing based on a report provided by Erik Olsen.

The Multimodal Transit Facility Operations Plan is nearing completion and the draft plan is expected to be finished by the end of next month.

It is anticipated that an RFP will be issued in mid-May for the Regional Cost Model Plan. The project will launch in June and be completed in September.

It is anticipated that an RFP will be issued in June for the Transit Bicycle/ Pedestrian Study. The project will launch in August and be completed in October.

The first internships of the Regional GIS software purchase and internship project have just about completed their work. There will be an overview of their final report on May 15th prior to the TAC meeting for those interested in attending. Following a presentation to the TAC on May 15th the interns will be meeting with the GIS Technical Group on May 19th to share their report. The project will continue into August with the funding we allocated to it and another intern who assist with wrapping up the remaining work of the study.

The Regional Connection Study has been waiting on a report on Regional Coordination which was an assigned task for KFH as part of the Transit Funding Split Study. KFH has delivered their report on Regional Coordination and it will be emailed to the Transit Funding Split Study Committee for their review. It is anticipated that the final report of the Transit Funding Split Study will be presented at the

June Policy Board meeting and afterwards the Regional Connection Study can be built on the recommendations KFH has submitted on Regional Coordination.

The Route Analysis Study for Transit which is being funded by Blacksburg Transit is also underway and expected to be completed in July.

D. Planning Projects Update

The second public meeting on the North Franklin Street Traffic Corridor Study has been held and a final report should be ready for the June Policy Board meeting.

The second public meeting for the Western Perimeter Road Study will be held next Wednesday and that study should be completed within the next two months.

E. Development of the 2015-18 Transportation Plan (TIP)

Work has been started by the TAC on this plan and a draft document is on our website. It is anticipated that that the draft will also be ready for the June Policy Board meeting.

F. Long Range Plan Update

WRA recently gave a presentation to the TAC on the process to be used in updating the LRP which we will email out to everyone on the Policy Board. Work is ongoing with gathering data from the localities and VDOT. The anticipated completion date for this update is no later than November of 2015.

G. Other Items

Josh Baker reminded the group that the 2014 Paratransit Rodeo will be held this Saturday in Blacksburg and invited everyone to attend. The Rodeo will occur at the New River Community Services facility from 8:30 AM until sometime around 1 PM.

OTHER BUSINESS

None

NEXT SCHEDULED MEETING

The next scheduled meeting is June 5, 2014 at 2:00 PM.

ADJOURNMENT

There being no further agenda items to discuss the meeting adjourned at 3:03 PM.

Attest: _____

Craig Meadows, Chairman